



Refund / Transfer Request

**Please invoice \$25.00
admin fee**

Check
 Credit Card
 Credit on File
 Credit Invoice

Transfer to: Different Seminar

Today's Date:	10/26/2018
To:	Pattie
Requested by:	Kirstie
Company:	Lower Lackwanna Valley Sanitary Auth.
Address:	PO Box 2067, Duryea PA, 18642
Attendee(s):	Patrick Mullen
Course:	#6711 on 11/14

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

Notes

Accounts Payable/Receivable	
Date:	
Amount Refunded:	
Check #:	



Refund / Transfer Request

Please invoice \$25.00
admin fee

Check

Credit Card

Credit on File

Credit Invoice

Transfer to: Different Seminar

From #2967 on 7/10 to #317 on 7/26

Today's Date:	7/13/18
To:	Pattie
Requested by:	Kirstie
Company:	Wilksburg Penn Joint Water Auth.
Address:	2200 Robinson Blvd, Pittsburgh PA, 15221
Attendee(s):	Willaim Grassi
Course:	

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

Notes

Accounts Payable/Receivable

Date:	
Amount Refunded:	
Check #:	



Refund / Transfer Request

Please invoice \$25.00
admin fee

Check Credit Card Credit on File Credit Invoice

Transfer to: Different Seminar

Today's Date:	7/24/18
To:	Pattie
Requested by:	Kirstie
Company:	Dauphin Borough
Address:	200 Church Street, Dauphin PA, 17018
Attendee(s):	Troy Toland
Course:	#1752 on 7/25

Credit Card # Check #	Reason for Refund	Amount to Credit/Refund	Approval Signature

Copies of documents attached
for matching with file sources:

Accounts Payable/Receivable	
Date:	
Amount Refunded:	
Check #:	